Michigan Department of Treasury 496 (02/06)

**Auditing Procedures Report** 

		•			
Issued under P.A. 2 of	1968, as amended a	and P.A.	71 of 1	1919, as	amended.

Local Unit of Go	vernment Typ	е			Local Unit Name	County
County	[]City	<b>⊠</b> Twp	□Village	Other	Charter Township of Midland	Midland
Fiscal Year End		-	Opinion Date		Date Audit Report Submitted to S	State
December	31, 2006		May 9, 20	07	May 23, 2007	

We affirm that:

We are certified public accountants licensed to practice in Michigan.

We further affirm the following material, "no" responses have been disclosed in the financial statements, including the notes, or in the Management Letter (report of comments and recommendations).

Vlana	agen	nent I	Letter (report of comments and recommendations).
	YES	9	Check each applicable box below. (See instructions for further detail.)
1.	×		All required component units/funds/agencies of the local unit are included in the financial statements and/or disclosed in the reporting entity notes to the financial statements as necessary.
2.	×		There are no accumulated deficits in one or more of this unit's unreserved fund balances/unrestricted net assets (P.A. 275 of 1980) or the local unit has not exceeded its budget for expenditures.
3.	×		The local unit is in compliance with the Uniform Chart of Accounts issued by the Department of Treasury.
4.	×		The local unit has adopted a budget for all required funds.
5.	×		A public hearing on the budget was held in accordance with State statute.
6.	X		The local unit has not violated the Municipal Finance Act, an order issued under the Emergency Municipal Loan Act, or other guidance as issued by the Local Audit and Finance Division.
7.	$\times$		The local unit has not been delinquent in distributing tax revenues that were collected for another taxing unit.
8.	X		The local unit only holds deposits/investments that comply with statutory requirements.
9.	$\times$		The local unit has no illegal or unauthorized expenditures that came to our attention as defined in the <i>Bulletin for Audits of Local Units of Government in Michigan</i> , as revised (see Appendix H of Bulletin).
10.	X		There are no indications of defalcation, fraud or embezzlement, which came to our attention during the course of our audit that have not been previously communicated to the Local Audit and Finance Division (LAFD). If there is such activity that has not been communicated, please submit a separate report under separate cover.
11.	X		The local unit is free of repeated comments from previous years.
12.	$\times$		The audit opinion is UNQUALIFIED.
13.	$\times$		The local unit has complied with GASB 34 or GASB 34 as modified by MCGAA Statement #7 and other generally accepted accounting principles (GAAP).
14.	X	$\lceil \rceil$	The board or council approves all invoices prior to payment as required by charter or statute.

If a local unit of government (authorities and commissions included) is operating within the boundaries of the audited entity and is not included in this or any other audit report, nor do they obtain a stand-alone audit, please enclose the name(s), address(es), and a description(s) of the authority and/or commission.

I, the undersigned, certify that this statement is complete and accurate in all respects.

To our knowledge, bank reconciliations that were reviewed were performed timely.

We have enclosed the following:	Enclosed	Not Required (enter a brief justification)				
Financial Statements	$\boxtimes$					
The letter of Comments and Recommendations	$\times$					
Other (Describe)						
Certified Public Accountant (Firm Name)		Telephone Number				
Burnside & Lang, P.C.		(989) 835-7721				
Street Address		City	State	Zip		
5915 Eastman Ave., Suite 100		Midland	MI	48640		
Authorizing CPA Signature	Prin	nted Name	License	License Number		
Mesther	M	ark R. Freed, CPA, CSEP	1101	1101012221		

## CHARTER TOWNSHIP OF MIDLAND MIDLAND COUNTY, MICHIGAN

FINANCIAL STATEMENTS For The Year Ended December 31, 2006

# CHARTER TOWNSHIP OF MIDLAND BOARD OF TRUSTEES

Terry Holt Supervisor

Tim Mott Treasurer

Korene Labadie Clerk

Shelly Armstrong Trustee

Jim Avery Trustee

Mike McCann Trustee

Mark Radosa Trustee

POPULATION-2000 2,297

STATE EQUALIZED VALUATION-2006 \$72,842,900

> STATE TAXABLE VALUE-2006 \$64,071,403

## CHARTER TOWNSHIP OF MIDLAND MIDLAND COUNTY, MICHIGAN

#### AUDITED FINANCIAL STATEMENTS DECEMBER 31, 2006

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#### **Independent Auditors' Report**

Members of The Township Board of Trustees Charter Township of Midland Midland County, Michigan

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Charter Township of Midland, Midland County, Michigan, as of and for the year ended December 31, 2006, which collectively comprise the Township's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Township Board. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Charter Township of Midland, Midland County, Michigan, as of December 31, 2006, and the respective changes in financial position for the year then ended, in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis and budgetary comparison information on pages 2 through 4 and 22, are not a required part of the basic financial statements but is supplementary information required by accounting principles generally accepted in the United States of America. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

Burnside + Long, P.C.

Midland, Michigan March 23, 2007

# CHARTER TOWNSHIP OF MIDLAND MIDLAND COUNTY, MICHIGAN MANAGEMENT'S DISCUSSION AND ANALYSIS For The Year Ended December 31, 2006

#### **Using This Annual Report**

This annual report of the Charter Township of Midland (the "Township") consists of a series of financial statements. The Government-Wide Statement of Net Assets and the Government-Wide Statement of Activities provide information about the activities of the Township as a whole and present a longer-term view of the Township's finances. The Governmental Fund financial statements of the Township tell how these services were financed in the short-term, as well as what remains for future spending. The Governmental Fund financial statements of the Township also report the Township's operations in more detail than the Government-Wide Statements of Net Assets and the Government-Wide Statements of Activities.

#### The Township As A Whole

The net assets of the Township were \$3,504,165. In a condensed format, the table below shows net assets for the Township for the years ended December 31, 2006 and 2005:

	2006	2005
Current Assets	\$ 3,270,547	\$ 3,598,426
Noncurrent Assets	3,854,259	3,966,555
Total Assets	7,124,806	7,564,981
Liabilities	(3,620,641)	(4,115,779)
Net Assets:		
Invested in Capital Assets	939,259	896,555
Restricted	1,226,061	1,204,744
Unrestricted	1,338,845	1,347,903
Total Net Assets	\$ 3,504,165	\$ 3,449,202

#### CHARTER TOWNSHIP OF MIDLAND MIDLAND COUNTY, MICHIGAN MANAGEMENT'S DISCUSSION AND ANALYSIS For The Year Ended December 31, 2006

#### **The Township As A Whole (Continued)**

Unrestricted net assets is the part of net assets that can be used to finance day to day operations. The current level of unrestricted net assets for the Township stands at \$1,338,845, or about 150% of operating expenses. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the Township is improving or deteriorating. The following table shows the changes of the net assets for the years ended December 31, 2006 and 2005:

	2006	2005
Program Revenues		
Charges for services	\$ 263,666	\$ 144,991
Capital grants and contributions	-	-
General Revenues		
Property taxes	261,339	242,128
State revenue sharing	161,972	173,796
Contributions from local units	124,908	162,452
Interest earnings	104,733	112,801
Miscellaneous	5,095	2,901
Total Revenues	921,713	839,069
Program Expenses		
General government	485,701	272,594
Fire protection	91,612	90,050
Building inspection and regulation activities	12,811	11,866
Public works	71,733	71,733
Flood control	94	822
Township improvements	27,115	28,578
Planning and zoning	15,244	17,189
Interest and fiscal charges	162,440	172,590
Total governmental activities	866,750	665,422
Change in net assets	\$ 54,963	\$ 173,647

#### CHARTER TOWNSHIP OF MIDLAND MIDLAND COUNTY, MICHIGAN MANAGEMENT'S DISCUSSION AND ANALYSIS For The Year Ended December 31, 2006

#### **General Fund Budgetary Highlights**

Over the course of the year the Township Board amended the budget to take into account events during the year. Total expenditures in the budget for the general fund were \$551,994. Overall, the general fund had a positive variance of \$94,606.

#### **Contacting the Township's Management**

This financial report is intended to provide our citizens, taxpayers, customers and investors with a general overview of the Township's finances and to show the Township's accountability for the money it receives. If you have questions about this report or need additional information, we welcome you to contact the Clerk's office.

#### CHARTER TOWNSHIP OF MIDLAND GOVERNMENT-WIDE STATEMENT OF NET ASSETS December 31, 2006

ASSETS	
Cash and cash equivalents	\$ 2,279,939
Accounts receivable	695,615
Taxes receivable	129,474
Due from other funds	138,606
Due from other governmental units	26,913
Capital assets:	
Land	102,400
Buildings and improvements, net	323,836
Township equipment, net	2,275
Fire department equipment, net	67,917
Fire department vehicles, net	255,997
Water system, net	3,101,834
Total capital assets	3,854,259
Total assets	7,124,806
LIABILITIES	
Accounts payable	17,287
Deferred revenue	688,354
Long-term liabilities:	
Portion due or payable within one year:	
Bonds and contracts payable	160,000
Portion due or payable after one year:	
Bonds and contracts payable	2,755,000
Total liabilities	3,620,641
NIDTO A CODITION	
NET ASSETS	020.250
Invested in capital assets, net of related debt	939,259
Restricted for:	1.22 < 0.41
Debt service	1,226,061
Unrestricted	1,338,845
Total net assets	\$ 3,504,165

The accompanying notes are an integral part of these financial statements.

## CHARTER TOWNSHIP OF MIDLAND GOVERNMENT-WIDE STATEMENT OF ACTIVITIES

For The Year Ended December 31, 2006

Activities:		xpenses	Ch	s, Fines and narges for Services	Gran	rating its and ibutions	Gran	pital its and ibutions	Net (Expenses Revenues and Changes in Net Assets		
General Government:											
Township board	\$	50,986	\$	-	\$	-	\$	-	\$	(50,986)	
Supervisor		13,971		-		-		-		(13,971)	
Treasurer		16,289		-		-		-		(16,289)	
Assessing		12,000		-		-		-		(12,000)	
Clerk		15,451		-		-		-		(15,451)	
Elections		4,687		-		-		-		(4,687)	
Board of review		1,244		-		-		-		(1,244)	
Buildings and grounds		20,635		95,606		-		-		74,971	
All other general government		350,438		-		-		-		(350,438)	
Fire protection		91,612		28,461		-		-		(63,151)	
Building inspection and regulation activities		12,811		4,335		-		-		(8,476)	
Public works		71,733		32,059		-		-		(39,674)	
Flood control		94		-		-		-		(94)	
Township improvements		27,115		103,205		-		-		76,090	
Planning and zoning		15,244		-		-		-		(15,244)	
Interest and fiscal charges		162,440		-		-		-		(162,440)	
Total governmental activities	\$	866,750	\$	263,666	\$	-	\$	-		(603,084)	
		eral revenue									
				l for general	purposes	}				261,339	
		te revenue s	_	•						161,972	
		ntributions f		ocal units						124,908	
		erest earning	gs							104,733	
	Mi	scellaneous								5,095	
		Total gener								658,047	
				ange in net as	ssets					54,963	
		assets-begin	_							3,449,202	
	Net	assets-endi	ng						\$	3,504,165	

The accompanying notes are an integral part of these financial statements.

## CHARTER TOWNSHIP OF MIDLAND GOVERNMENTAL FUND BALANCE SHEET

**December 31, 2006** 

	General Fund					Fownship provement Revolving Fund	Water Debt Service Fund		Dep	uilding partment Fund	Total	
ASSETS												
Cash and cash equivalents	\$	1,027,433	\$	7,961	\$	1,238,019	\$	5,525	\$	1,001	\$ 2,279,939	
Accounts receivable, net		7,260		_		688,355		-		-	695,615	
Taxes receivable, net		129,474		-		-		-		-	129,474	
Due from other township funds		17,903		-		552		-		-	18,455	
Due from tax fund		138,606		-		-		-		-	138,606	
Due from other governmental units		26,913				-				-	 26,913	
Total assets	\$	1,347,589	\$	7,961	\$	1,926,926	\$	5,525	\$	1,001	\$ 3,289,002	
LIABILITIES AND FUND BALANCES												
Liabilities:												
Accounts payable	\$	17,154	\$	-	\$	133	\$	-	\$	-	\$ 17,287	
Due to other township funds		-		-		17,903		-		552	18,455	
Deferred revenue		-				688,354		-			 688,354	
Total liabilities		17,154				706,390				552	 724,096	
Fund balances:												
Reserved for:												
Unreserved		1,330,435		7,961		1,220,536		5,525		449	 2,564,906	
Total fund balances		1,330,435		7,961		1,220,536		5,525		449	 2,564,906	
Total liabilities and fund balances	\$	1,347,589	\$	7,961	\$	1,926,926	\$	5,525	\$	1,001	\$ 3,289,002	

# CHARTER TOWNSHIP OF MIDLAND RECONCILIATION OF THE GOVERNMENTAL FUNDS BALANCE SHEET TO THE STATEMENT OF NET ASSETS December 31, 2006

Total fund balances for governmental funds (Exhibit 4)

2,564,906

Total net assets reported for governmental activities in the statement of net assets is different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds. Those assets consist of:

Land	\$ 102,400
Buildings and improvements, net of \$288,263 accumulated depreciation	323,836
Township equipment, net of \$33,002 accumulated depreciation	2,275
Fire department equipment, net of \$30,739 accumulated depreciation	67,917
Fire department vehicles, net of \$475,870 accumulated depreciation	255,997
Water system, net of \$484,826 accumulated depreciation	 3,101,834
Total capital assets	

Long-term liabilities applicable to the Township's governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. All liabilities, both current and long-term, are reported in the statement of net assets. Balances at December 31, 2006 are:

Midland County Water Supply System Bonds, Series 2000 \$ (2,915,000)

(2,915,000)

3,854,259

Total net assets of governmental activities (Exhibit 2) \$ 3,504,165

# CHARTER TOWNSHIP OF MIDLAND STATEMENT OF REVENUE, EXPENDITURES, AND CHANGES IN FUND BALANCES

For the Year Ended December 31, 2006

	General Fund		C	Flood ontrol Fund	Township Improvement Revolving Fund		Water Debt Service Fund		Building Department Fund			Total
REVENUES												
Property taxes and related fees	\$	261,339	\$	-	\$	-	\$	-	\$	-	\$	261,339
Licenses and permits		22,410		-		-		-		9,649		32,059
State aid		161,972		-		-		-		-		161,972
Contributions from local units		-		-		124,908		-		-		124,908
Charges for services		28,461		-		95,606		-		-		124,067
Interest and dividends		62,739		79		40,346		1,569		-		104,733
Rents and royalties		3,805		-		-		-		-		3,805
Fines and forfeits		530		-		-		-		-		530
Special assessments		-		-		103,205		-		-		103,205
Miscellaneous		4,857						238				5,095
Total revenues		546,113		79		364,065		1,807		9,649		921,713
EXPENDITURES												
General government		471,721		_		_		_		_		471,721
Public safety		65,029		_		_		_		_		65,029
Public works		-		94		27,115		_		12,811		40,020
Community development		15,244		-		27,113		_		12,011		15,244
Debt service		13,244		_		_		317,440		_		317,440
Total expenditures		551,994	-	94		27,115		317,440		12,811	_	909,454
Total expenditures		331,774				27,113		317,440		12,011	_	707,434
Excess (deficiency) of revenues over expenditures		(5,881)		(15)		336,950		(315,633)		(3,162)		12,259
OTHER FINANCING SOURCES (USES)												
Transfers-in		_		_		_		317,440		_		317,440
Transfers-out		_		_		(317,440)		-		_		(317,440)
Total other financing sources and uses						(317,440)		317,440				(317,110)
Total other intaleng sources and uses						(017,110)		517,110				
Net change in fund balances		(5,881)		(15)		19,510		1,807		(3,162)		12,259
Fund balances-beginning		1,336,316		7,976		1,201,026		3,718		3,611		2,552,647
Fund balances-ending	\$	1,330,435	\$	7,961	\$	1,220,536	\$	5,525	\$	449	\$	2,564,906

54,963

# CHARTER TOWNSHIP OF MIDLAND RECONCILIATION OF THE STATEMENT OF REVENUE, EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES December 31, 2006

Net change in fund balances - total governmental funds (Exhibit 5)	\$	12,259
The change in net assets reported for governmental activities in the statement of activities is different because:		
Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which depreciation (\$112,296) exceeded capital outlay (\$0) in the current period.		(112,296)
Bond proceeds and capital leases are reported as financing sources in governmental funds and thus contribute to the change in fund balance. In the statement of net assets, however, issuing debt increases long-term liabilities and does not affect the statement of activities. Similarly, repayment of principal is an expenditure in the governmental funds but reduces the liability in the statement of net assets.		
Repayments: Midland County Water Supply System Bonds, Series 2000	155,000	155,000

Change in net assets of governmental activities (Exhibit 3)

# CHARTER TOWNSHIP OF MIDLAND STATEMENT OF FIDUCIARY ASSETS AND LIABILITIES CURRENT TAX FUND

#### **December 31, 2006**

ASSETS	
Cash and cash equivalents	\$ 306,815
Taxes receivable	 -
Total assets	 306,815

**LIABILITIES** 

Due to other governmental units	168,209
Due to other funds	138,606
Total liabilities	306,815
NET ASSETS	\$ -

The accompanying notes are an integral part of these financial statements.

#### NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the Charter Township of Midland (the "Township") conform to accounting principles generally accepted in the United States of America (GAAP) as applicable to governmental units. The following is a summary of the significant accounting policies used by the Township:

#### A. Reporting Entity

The Township is governed by an elected seven-member board. The accompanying financial statements present the Township operations for which the government is considered to be financially accountable. The Township has no component units and is not responsible for any jointly governed organizations.

#### **B.** Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net assets and the statement of activities) report information on all of the non-fiduciary activities of the government. For the most part, the effect of interfund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include: (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenue.

Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

#### C. Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the fiduciary fund financial statements. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

#### NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

## C. Measurement Focus, Basis of Accounting and Financial Statement Presentation (Continued)

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as soon as it is both measurable and available. Revenue is considered to be available if it is collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, expenditures relating to compensated absences, and claims and judgments are recorded only when payment is due.

The Township property tax is levied each December 1<sup>st</sup> on the taxable valuation of property (as defined by State statutes) located in the Township as of the preceding December 31<sup>st</sup>. Although the Township 2005 ad valorem tax is levied and collectible on December 1, 2006, it is the Township's policy to recognize revenue from the current tax levy in the subsequent year when the proceeds of this levy are budgeted and made "available" for the financing of operations. "Available" means collected within the current period or expected to be collected soon enough thereafter to be used to pay liabilities of the current period.

The 2006 taxable valuation of the Township totaled \$64.1 million, on which ad valorem taxes levied consisted of 4.0000 mills for Township operating purposes. This amount is recognized in the General Fund as current tax revenue.

The government reports the following funds:

The <u>General Fund</u> is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The <u>Flood Control Fund</u> is a special revenue fund which accounts for expenditures on public works activities.

The <u>Township Improvement Revolving Fund</u> is a special revenue fund which accounts for the collections from water hookup fees and surcharges added to water bills which are to be used for the repayment of long-term debt.

The <u>Water Debt Service Fund</u> is a debt service fund which accounts for expenditures for long-term debt payments of the Township.

The <u>Building Department Fund</u> is special revenue fund which accounts for revenues from licenses and permits and expenditures for public safety activities.

#### NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

### C. Measurement Focus, Basis of Accounting and Financial Statement Presentation (Continued)

Additionally, the government reports the following fund type:

The Current <u>Tax Collection Fund</u> is used to account for resources held by the Township in a purely custodial capacity. Money in this fund is from current tax collections. Timely distribution to the appropriate fund and local unit must be made in accordance with Section 43 of the General Property Tax Act.

Private-sector standards of accounting issued prior to December 1, 1989, are generally followed in government-wide financial statements to the extent that those standards do not conflict with the standards of the Governmental Accounting Standards Board.

Amounts reported as program revenue include: (1) charges to customers or applicants for goods, services or privileges provided; (2) operating grants and contributions; and (3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenue rather than as program revenue. Likewise, general revenue includes all taxes.

#### D. Assets, Liabilities, and Net Assets

<u>Bank Deposits and Investments</u>–Cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with a maturity of three months or less when acquired. Investments are stated at fair value.

<u>Receivables and Payables</u>–In general, outstanding balances between funds are reported as "due to/from other funds." Activity between funds that is representative of lending/borrowing arrangements outstanding at the end of the fiscal year is referred to as "advances to/from other funds."

All trade and property tax receivables are shown net of allowance for uncollectible amounts. Property taxes are levied on each December 1<sup>st</sup> on the taxable valuation of property as of the preceding December 31<sup>st</sup>. Taxes are considered delinquent on February 14<sup>th</sup> of the following year, at which time penalties and interest are assessed.

<u>Capital Assets</u>-Capital assets, which include property, plant, and equipment are reported in the government-wide financial statements. Capital assets are defined by the government as assets with an initial individual cost of more than \$500 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

#### NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### D. Assets, Liabilities, and Net Assets (Continued)

Property, plant and equipment is depreciated using the straight-line method over the following useful lives:

25 to 40 years
20 to 40 years
50 years
25 years
5 to 25 years
5 to 10 years
5 to 10 years

Long-Term Obligations—In the government-wide financial statements long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities. Bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as deferred charges and amortized over the term of the related debt. In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts are reported as other financing uses. Issuance costs are reported as debt service expenditures.

<u>Fund Equity</u>—In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

#### NOTE 2. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

<u>Budgetary Information</u>-Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental funds except the debt service funds. All annual appropriations lapse at fiscal year end. The budget document presents information by fund, function, department or activity, and line items. The legal level of budgetary control adopted by the governing body is the department or activity level. The Township had no expenditures in excess of the budgeted amounts for the year ended December 31, 2006.

#### NOTE 3. DEPOSITS AND INVESTMENTS

Michigan Compiled Laws, Section 129.91, authorizes the Township to make deposits and invest in the accounts of federally insured banks, credit unions, and savings and loan associations which have an office in Michigan. The Township is allowed to invest in bonds, securities and other direct obligations of the United States or any agency or instrumentality of the United States; United States government or federal agency obligations; repurchase agreements; bankers acceptances of United States banks' commercial paper rated within the two highest classifications which mature not more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions which are rated as investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan.

The Township Board has designated five banks for the deposit of Township funds. The investment policy adopted by the board in accordance with Public Act 196 of 1997 has authorized investment in bonds and securities of the United States government and bank accounts and certificates of deposit, but not the remainder of State statutory as listed above.

The Township's deposits and investment policy are in accordance with statutory authority.

At year-end, the Township's deposits and investments were reported in the basic financial statements in the following categories:

Governmental Activities		Fiduciary Funds	Total
Cash and cash equivalents	\$ 2,279,939	\$ 306,815	\$ 2,586,754

The breakdown between deposits and investments is as follows:

Bank Deposits (checking and savings, certificate of deposit) \$ 2,586,754

The bank balance of the government deposits is \$2,586,754, of which \$400,000 is covered by federal deposit insurance.

#### NOTE 3. DEPOSITS AND INVESTMENTS (Continued)

#### **Investment and Deposit Risk**

Custodial Credit Risk – Deposits. Custodial credit risk is the risk that in the event of a bank failure, the Township's deposits may not be returned. The Township does not have a deposit policy for custodial credit risk. At year end, the Township had \$2,186,754 of bank deposits (certificates of deposit, checking and savings accounts) that were potentially uninsured and uncollateralized.

**Custodial Credit Risk** – **Investments.** For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, that the Charter Township of Midland will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. At year end, the Township had no investment activity.

**Interest Rate Risk.** Interest rate risk is the risk that the value of investments will decrease as a result of a rise in interest rates. State law limits the allowable investments and the maturities of some of the allowable investments. The Township's current investments have no potential interest rate risk.

#### **NOTE 4. CAPITAL ASSETS**

Capital asset activity of the Township for the current year was as follows:

Governmental Activities	Beginning Balance	Increases	<b>Decreases</b>	Ending Balance	
Capital Assets Not Being Depreciated Land	\$ 102,400	\$ -	\$ <del>-</del>	\$ 102,400	
Land	ψ 102,400	Ψ -	Ψ -	φ 102,400	
Capital Assets Being Depreciated					
Buildings and improvements	612,099	=	-	612,099	
Township equipment	35,277	-	-	35,277	
Fire department equipment	98,656	-	-	98,656	
Fire department vehicles	731,867	-	-	731,867	
Water system	3,586,660			3,586,660	
Subtotal	5,064,559			5,064,559	
Less Accumulated Depreciation for					
Buildings and improvements	273,667	14,596	-	288,263	
Township equipment	33,618	(616)	-	33,002	
Fire department equipment	25,711	5,028	-	30,739	
Fire department vehicles	454,315	21,555	-	475,870	
Water System	413,093	71,733		484,826	
Subtotal	1,200,404	112,296		1,312,700	
Net Capital Assets Being Depreciated Governmental Activities Capital	3,864,155	(112,296)		3,751,859	
Assets – Net of Depreciation	\$ 3,966,555	\$ (112,296)	\$ -	\$ 3,854,259	

Depreciation expense was charged to programs of the Township as follows:

General Government Public Safety Public Works	\$ 13,980 26,583 71,733
Tueste Works	\$ 112,296

#### NOTE 5. INTERFUND RECEIVABLES, PAYABLES AND TRANSFERS

The amount of interfund receivables and payables are as follows:

Fund	Interfund Receivable Fund		Interfund Payable
General	\$ 156,509	Township Impr.	\$ 17,903
Township Impr.	552	Building Dept.	552
		Tax Collection	138,606
Total	\$ 157,061		\$ 157,061

#### NOTE 6. LONG-TERM DEBT

The government issues bonds to provide for the acquisition and construction of major capital facilities. General obligation bonds are direct obligations and pledge the full faith and credit of the government. County contractual agreements and installment purchase agreements are also general obligations of the government. Special assessment bonds provide for capital improvements that benefit specific properties, and will be repaid from amounts levied against those properties that directly benefited from the construction. In the event that a deficiency exists because of unpaid or delinquent special assessments at the time a debt service payment is due, the government is obligated to provide resources to cover the deficiency until other resources (such as tax sale proceeds or a re-assessment of the district) are received. Revenue bonds involve a pledge of specific income derived from the acquired or constructed assets to pay debt service.

The County of Midland, on behalf of the Township, issued Water Supply System bonds. The Township is responsible for payment of such bonds and debt service which is being financed by a combination of hookup/user fee charged to property owners, and a debt service and maintenance surcharge added to water bills. Revenue from the hookup fee is being recognized in the Township Improvement Revolving fund. The expenditures for debt service made are reflected in the Water Debt Service fund.

#### **NOTE 6. LONG-TERM DEBT (Continued)**

Bond and contractual obligation activity can be summarized as follows:

	Interest Rate	<b>Balance</b> 01-01-06	Additions	Payments	Balance 12-31-06
2000 Water					
Supply Bonds;					
due 12/31/2019	5.35%	\$ 3,070,000		\$ 155,000	\$ 2,915,000

Scheduled payments of long-term debt for years subsequent to December 31, 2006 are as follows:

Year Ending December 31,	Interest Principal		Interest		Interest		31, Interes		 Total
2007	\$	155,952	\$	160,000	\$ 315,952				
2008		147,392		170,000	317,392				
2009		138,297		180,000	318,297				
2010		128,667		190,000	318,667				
2011		118,502		200,000	318,502				
Thereafter	514,132		514,13		2,015,000		 2,529,132		
	\$	1,202,942	\$	2,915,000	\$ 4,117,942				

#### NOTE 7. RISK MANAGEMENT

The Township is exposed to various risks of loss related to property loss, torts, errors and omissions and employee injuries (workers compensation). The Township has purchased commercial insurance for these types of claims. Settled claims relating to commercial insurance have not exceeded the amount of insurance coverage in any of the past three years.

#### NOTE 8. PENSION PLAN

The Township's defined contribution pension plan investments are held in trust by the fiduciary, Manufacturers Life Insurance Company. Michigan Compiled Laws, Section 38.1132, authorizes the Township pension plan to invest in a wide variety of investments including stocks, bonds, certificates of deposit, real estate, annuity contracts obligations of a specified nature, and real property. In a defined contribution plan, benefits depend solely on amounts contributed to the plan plus investment earnings. The Township provides pension benefits to members of the Township Board of Trustees for those who elect to participate.

#### **NOTE 8. PENSION PLAN (Continued)**

Contributions to the pension plan are based on 7.5% of wages for Township Board members. Benefits in the plan vest immediately at 100%.

For the year ended December 31, 2006 the Township made its contribution of \$3,270. The value of the plan's assets and vested benefits as of December 31, 2006 is \$44,741.

#### NOTE 9. URBAN COOPERATION ACT AGREEMENT

On December 24, 1992, the Charter Township of Midland and the City of Midland entered into an Urban Cooperation Act agreement. Under this agreement, revenue derived from the levy of ad valorem property taxes of specific taxes levied in lieu of general ad valorem property taxes of a portion of the commercial and industrial property located within the city of Midland will be shared with the Charter Township of Midland. In return for the revenue sharing agreement, the Township agrees that its Township board, during the duration of this agreement, will assist the City of Midland and agrees to provide water service at their expense to a certain City/Township boundary. The duration of this is thirty years, beginning on the effective date of December 30, 1992, and continuing to December 31, 2022.

#### NOTE 10. SUBSEQUENT EVENT

On February 12<sup>th</sup>, 2007 the Township entered into an agreement with Rosenbauer America for the purchase of a new Fire Pumper Apparatus at a total cost of \$242,222. Upon completion of the chasis, \$83,564 is to be paid to the company, and the balance due will be paid upon delivery. The estimated delivery date is January 2008.

#### CHARTER TOWNSHIP OF MIDLAND BUDGETARY COMPARISON SCHEDULE GENERAL FUND

For the Year Ended December 31, 2006

	Original Budget	Final Budget	Actual	Fina P	ance with al Budget ositive egative)
REVENUES					
Property taxes and related fees	\$ 230,000	\$ 230,000	\$ 261,339	\$	31,339
Licenses and permits	25,000	26,088	22,410		(3,678)
State aid	165,800	165,844	161,972		(3,872)
Charges for services	23,500	31,173	28,461		(2,712)
Interest and dividends	7,470	29,025	62,739		33,714
Rents and royalties	2,000	3,805	3,805		-
Fines and forfeits	100	530	530		-
Miscellaneous	 2,500	2,500	 4,857		2,357
Total revenues	 456,370	 488,965	 546,113		57,148
EXPENDITURES					
General Government:					
Towship board	64,830	64,080	50,986		13,094
Supervisor	15,005	15,005	13,971		1,034
Treasurer	17,725	17,725	16,289		1,436
Assessing	12,000	12,000	12,000		_
Clerk	19,155	19,155	15,451		3,704
Elections	3,960	4,710	4,687		23
Board of review	1,275	1,275	1,244		31
Buildings and grounds	23,750	23,750	20,635		3,115
All other general government	206,550	340,502	336,458		4,044
Public Safety:					
Fire protection	70,900	70,900	65,029		5,871
Community Development:					
Planning and zoning	20,350	20,350	15,244		5,106
Total expenditures	455,500	589,452	551,994		37,458
Net change in fund balances	870	(100,487)	(5,881)		94,606
Fund balances-beginning	 1,336,316	 1,336,316	 1,336,316		
Fund balances-ending	\$ 1,337,186	\$ 1,235,829	\$ 1,330,435	\$	94,606



May 9, 2007

Members of the Township Board of Trustees Charter Township of Midland Midland County, Michigan

Dear Board Members:

In planning and performing our audit of the financial statements of the Charter Township of Midland, for the year ended December 31, 2006, we considered its internal control in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control. However, we noted certain matters involving the internal control and its operation that we consider to be reportable conditions under standards established by the American Institute of Certified Public Accountants. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of internal control that, in our judgment, could adversely affect the Township's ability to record, process, summarize, and report financial data consistent with the assertions of management in the financial statements.

A material weakness is a reportable condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that errors or fraud in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

Our consideration of internal control would not necessarily disclose all matters in internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that we believe to be material weaknesses.

#### **REPORTABLE CONDITIONS**

#### General Ledger

The auditors were required to make several audit adjustments to the general ledger. The general ledger is the primary responsibility of the Township Clerk, and these adjustments should be made during the course of the year in order to more properly reflect the monthly financial position of the township.

Recommend that these audit adjustments be reviewed by the Township Clerk, and that journal entries are made each month in which they occur. This will provide the board members with up to date and accurate financial reports each month.

#### **Significant Deficiencies in Internal Controls**

#### Financial Accounting and Reporting

Management relies on the Township's auditors to ensure the financial statements conform to generally accepted accounting principles ("GAAP"). Therefore, as a part of our engagement to audit the financial statements, we draft the financial statements and the related footnotes for approval by management and the finance committee of the board of directors. This is a conscious and practical approach to preparing the financial statements since the Township has determined that the costs to established internal controls over financial reporting and to develop the skills and knowledge of its personnel to apply generally accepted accounting principles in preparing the financial statements is greater than the risk of misstatements occurring in the financial statements. However, as a result of recently issued professional auditing standards, this situation meets the definition of a significant deficiency and a material weakness in internal control.

The interim financial statements and management reports are generally prepared on a comprehensive basis of accounting other than generally accepted accounting principles, i.e. the modified accrual basis. It appears that the interim financial reports received by management are appropriate in form and content thereby allowing management to make appropriate decisions regarding financial matters. Therefore, the control weakness over preparation of financial statements in conformity with GAAP is not a significant requirement of management.

We considered this internal control deficiency in planning the scope of our audit procedures and believe that we have appropriately addressed the risk of any misstatements in the audited financial statements. Therefore, due to the relative cost to eliminate the internal control deficiency over financial reporting in conformity with GAAP related to the risks involved and considering the audit procedures performed to address the risk of misstatements in the audited financial statements, we do not recommend any actions to address this weakness at this time. However, we do recommend that management routinely review the internal controls in place to prepare the interim financial reports to ensure accurate information is provided in those reports.

#### **OTHER MATTERS**

The following items, although not considered reportable conditions, are matters we believe worthy of your consideration.

#### Financial Oversight

The general limitations in any smaller municipalities like the Charter Township of Midland requires that Board of Trustee members continue to remain involved in the financial affairs of the Township through oversight of operation, development of the annual budget, inquiries about variance between budgeted and actual amounts shown in the financial statements, and the independent review of critical functions. Based on inquiries with the Clerk, the Board of Trustees perform these duties and our recommendations is to continue strong oversight of financial affairs.

#### Other Items

During the audit of the petty cash held by the Township Treasurer, it was discovered that a second petty cash account or imprest fund for \$100 also existed which was held by the Office Professional; however the cash is not recorded on the township's trial balance. It is required by the State of Michigan statue that all trust and agency type accounts be maintained and properly recorded on the municipality general ledger system.

Recommend that Treasurer review records for all cash that is being held by individuals in the township for the purpose of petty cash or imprest fund, and properly record any and all such accounts on the general ledger.

#### Conclusion

These conditions were considered in determining the nature, timing, and extent of the audit tests applied on our audit of the December 31, 2006, financial statements, and this report does not affect our report on those financial statements dated May 9, 2007. We have not considered internal control since the date of our report.

This report is intended for the information of the members of the Board of Trustees, management and the State of Michigan, and is not intended to be and should not be used by anyone other than these specified parties. However, this report is a matter of public record and its distribution is not limited.

Sincerely,

**BURNSIDE & LANG, P.C.** 

Burnside + Long, P.C.